

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting
September 26, 2022
REGULAR MEETING

Call to order

7:00 P.M. – The council meeting was called to order by Mayor David Leshinski and opened with the Lord's Prayer followed by the Pledge of Allegiance.

The roll was called:

Councilmember Michele Jeffers	P
Councilmember Scott Jones	P
Councilmember Jeanne Maschari	P
Councilmember Becky Siesky	P
Councilmember Jeri Leigh Siss	P
President Pro Tempore David Troike	P

Ex officio members:

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Matthew Mishak	P

(EA – excused absences)

APPROVAL OF AGENDA September 26, 2022 with the addition of an Appropriation Ordinance for October 10th.

Councilmember Troike approved with the addition. Councilmember Siesky second.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x Motion passed.

APPROVAL OF MINUTES September 12, 2022

Councilmember Troike approved minutes for September 12, 2022 as presented. Councilmember Siesky second.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x Motion passed.

VISITORS

Service Worker: David Valentine

Mark Leshinski 592 S Lake St. – brought forth his concerns that the purchase of the Chevy 3500 Dump Truck was purchased hastily and asked what the village's backup plan would be if the truck goes down or something happens with the service worker when it comes time to snowplow. Councilmember Jones replied that the old trucks currently at the garage have not been running for almost two (2) years due to negligence. Now, we are trying to catch-up because there is nothing to really work with. Our new service worker is taking a proactive stance in equipment maintenance. Councilmember Troike stated that the purchasing process had been worked on for a year and half, with estimates given, government programs researched and this is a very good purchase. Fiscal officer clarified that the village is receiving municipal pricing for the purchase of the dump truck.

MAYOR

Neighborhood Alliance

Has started a Mobile Senior Program. The program is OPEN TO ALL active seniors looking to socialize with peers and learn about services they may qualify for. Activities include socialization, activities, medical screening, healthy lunches, and support services to meet individual needs. Supportive service staff is on hand to meet needs such as benefits assistance, rent and/or utility assistance or helping set up other community resources. Further information can be found at through their website myneighborhoodalliance.org or by calling 440-233-8768.

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First Energy/Ohio Edison

The village is part of Ohio Edison's ESIP (Efficiency Safety Incentive Program) for the street light account which is not allowing commercial accounts to shop for their retail service provider.

Lorain County Public Health

Community Health Improvement Plan (CHIP) – focuses on partnering with communities to provide programing for a healthier county.

FISCAL OFFICER

Payment Listing 9/8-9/22/22, September Fund summary, September Revenue Summary, September Appropriation Summary were presented.

Clarification was made on:

Fund Summary 4907 - was for the FEMA Grant for the fire department radios.

Appropriation Summary - legal counsel staff refers to the Village prosecutor .

Appropriation Summary p. 3/14 other financial uses transfer out of \$30,000.00 is for road loan payments.

August Mayor's Court Financial

Village \$3107.00 County/State \$1078.00

Appropriation Ordinance #292 and detail

Addition of service worker.

Water operator raise.

Income tax administration conversion – enforcement of fines

Council will review options and have an answer for the October 10th meeting regarding if the village will waive enforcement fines for a period of time due to switching tax administrators. Councilmember Troike asked if income tax could be taken out on a weekly basis. Councilmember Siesky said it is a courtesy withholding done by your employer.

Healthy Places Grant

Council was informed that an advancement from the General Fund to pay the invoice needs to be done from the Park Capital Fund and when payment is received, it would go to the General Fund.

RECORDS CLERK

2023 Calendar

Councilmember Troike moved to approve the Village 2023 Calendar as presented. Councilmember Maschari second.

Discussion: Councilmember Maschari commented that the Planning Commission was added to the calendar for quarterly meetings. Councilmember Siss received an affirmative answer that committee assignments for 2023 would remain the same as 2022.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x

Motion passed.

2022 Trick or Treat Time (6-7:30)

Councilmember Maschari moved that Trick-or-Treat would be from 6-7:30 p.m. Councilmember Jones second.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x

Motion passed.

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RESOLUTIONS

Resolution 666-22

Accept Cemetery Grant

Councilmember Troike moved to accept the Cemetery Grant for \$2500.00 for a secondary entrance. Councilmember Siesky second.

Discussion: Councilmember Maschari received positive clarification that Exhibit A was attached to the Ordinance. Ms. Maschari asked the mayor if a project plan was submitted. Mayor replied that a vague plan was submitted stating that it was improve the existing of the cemetery.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x Motion passed.

Resolution 667-22

Heygov contract

Councilmember Maschari moved to pass Resolution 667-22. Councilmember Jones second.

Discussion: Councilmember Maschari stated that when she reviewed the material it stated that the cost was \$600.00, when initially it was free. The records clerk stated that the 311 widget was the only part free for current Townweb users. Further discussion was held with the fiscal officer regarding the potential for simplifying and easier access of forms and permits to the public. Continued discussion led to the decision that the records clerk and Councilmember Jones would schedule a video conference with Heygov (subsidiary of Townweb) to discuss the entire package and to answer questions that council has

Councilmember Maschari moved to make a subsidiary motion to table Resolution 667-22 until further information is reviewed. Councilmember Siss second.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x Motion passed.

APPROPRIATIONS

Appropriation Ord. No. 292

Councilmember Maschari moved to approve Appropriation Ordinance No. 292. Councilmember Siss second.

BOARDS

Cemetery (Councilmember Jones presented)

Secondary entrance

Pictures were emailed to council regarding the area for the second entry. If there are questions that cannot be answered this evening, please forward them to Councilmember Jones as the liaison. The projected estimate for the project is \$15,000.00. A grant of \$2,500.00 was received from the State and must be used by June 2023. The main purposes of the secondary entrance is to relieve stress on the main entrance and to have alternate entrance for section L burials and future development.

Park (Park Board member Laurie Beran presented)

First Shot Ceremony

Friday, September 30 at 5 p.m.

Mulch

Councilmember Siss reported that playground mulch is being put under a bench to the east.

SABPA (Councilmember Siss presented)

Stormwater

Water operator is working on a schedule to patch the pavement with Hart Asphalt – it is scheduled for next week.

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SABPA asked when the chip & seal is going to go through and if they could be part of that conversation because as previous stated they are against the chip & seal due to the affects it has on the storm system.

Water

Issues with Data Command are being completed.

Road patching will take place next week.

Reviewing qualifications for a backup operator for 2023.

Water rate increase information will be sent to the ordinance committee. The rate increase has been discussed with the fiscal officer.

Is there a specific plan for getting out of the water business; who takes over the pipes, the tower, what are the legal options, look into in 2023. Mayor is requesting a meeting with Rural Lorain County Water regarding the takeover of the water system.

Insulating the service garage – what would be the role of the Building & Grounds committee in seeing it getting done. Councilmember Maschari will research.

Ohio EPA Infrastructure Funding District Open House – mayor will be attending. Councilmember Siss asked the mayor if he had discussed with the clerk or the board and he had not. The information was in an email which did not get forwarded to the clerk or the board. Ms. Siss final comment was that, by not passing on the information it was “not collaborative, not cooperative and a negligent oversight” on the mayors behalf.

DEPARTMENTS

Fire

Monthly Report (August)

	EMS	Fires	MVA	Tpk.	MA
Total	5	3	1	0	3

The department worked a shift of fair duty. Trainings focused on hose and nozzle advancement.

Councilmember Maschari moved to approve the promotion of Andrew Lawrie and Kyle Urig to Lieutenant in Training. Councilmember Siss second.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x

Motion passed.

Police

Monthly Blotter

Traffic Citations Written: 40 Speed, 2 Right on Red, 1 DUS, 1 Possession of Marijuana, 1 Child Restraint
All Traffic Stops: 20 Russia, 16 W Main, 6 E Main, 2 Annis, 1 S Lake

Lifecare

Sandstone Ambulance District

5 South Amherst

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COMMITTEES

Bldg.& Grounds (Councilmember Troike & Maschari)

Council Chambers

Councilmember Troike moved to have the cemetery board desk relocated to the available office space.
Councilmember Jones second.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Relocating internet wires

Discussion was held with Holland Computers regarding the wires going overhead between the village hall and fire department, currently the internet access is unstable. To run underground the estimate would be \$1448.22. Councilmember Troike stated at this time there is no underground pipe at this time, it would have to be trenched and placed. Mr. Troike verified that there was one 120v line, but with the upgrade of the generator he is not sure if it is still valid. Further discussion on how to proceed with the issue will be at a committee meeting.

Parking lot/holding tank

Councilmember Maschari moved to have the scope of work completed for the holding tank of \$7600.00.
Councilmember Troike second.

Discussion: Councilmember Maschari suggested to apply through the county for additional ARPA Funds to cover the cost of scope of work. Fiscal Officer reminded that a purchase order need to be created in order to contract with the engineer. Councilmember Troike thought it was previously to be taken out of the FD budget, councils job was to find the funds seeing the FD does not have the funds in their current budget.

Councilmember Maschari moved to amend the previous motion to state; that the scope of work be completed by the engineer for the holding tank at a cost of \$7600.00 and to be paid from ARPA Funds.
Troike second.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Councilmember Maschari moved to pay the \$8500.00 to the engineer for the scope of work for the parking lot from general fund. Councilmember Troike second

Discussion: Councilmember Siss stated that the mayor had previously mentioned that the police and fire chief had stated the parking lot is unsafe and is not functional for the fire trucks suspensions. Ms. Siss inquired if doing the scope of work jeopardize our budget this year? Fiscal Officer replied the parking lot is in the 2022 budget

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Gutters

Councilmember Troike moved to have the drains mapped in order to get the water off the foundations.
Councilmember Jeffers second.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

HVAC humidity issues

Quotes from the following companies: Gundlach \$20K, Shagovac \$4500.00, Armando wanted to modify the controls \$300.00. Raymond stated that there is definitely more moisture in the building then there is outside and asked where do the gutters drain to? The gutters need to be traced. It had also been mentioned that the thermostats need to be checked in the dampers so they open and close properly.

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There was issue on September 20th within the building of an abundance of condensation due to a bad electrical transformer across the street, which caused some minor damage to the ceiling. The issue had nothing to do with the HVAC system itself. The repairs could only be paid by insurance if we meet the deductible.

Treatment Plant

Councilmember Maschari requested a meeting with the mayor, fiscal officer and anyone else from council to review the information that was received and set a timeline for completion of the project. Ms. Maschari will forward a sample contractor contract to the law director for editing.

Street-Sidewalk-Service (Councilmember Maschari presented)

Road Striping

County is done for the year, contact in April/May to get on list if they will even be doing it next year. The law director stated that there could be liability issue if an accident occurred due to no striping on the road. Councilmember Maschari will call Trafftech to see if they are still available this fall.

Street Signs

Councilmember Maschari on behalf of the safety committee, recommends the purchase of two (2) solar powered speed limit signs at the cost of \$2,100.00 each.

Councilmember Jeffers moved to approve the purchase of the speed limit signs. Councilmember Jones second.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x Motion passed.

Councilmember Jones inquired if more signs could be put out, such as children at play. The service worker will send an inventory list of available signs to Councilmember Maschari. Councilmember Maschari will complete the workorder for the service worker. Mayor asked the service worker to list the locations of poles for additional signs to be posted. Councilmember Siss volunteered to research grants for signs

Service Equipment

Gator maintenance was completed by the service worker. There is a maintenance schedule being developed for all equipment.

Ordinance

The October meeting has been changed, it will now be October 6th at 11 a.m.

Community & Economic Development

2023 Parades

The committee will take responsibility for the organizational meetings for the 2023 Memorial Day and Halloween Parades.

Newsletter

To be done quarterly online with the next one in January. "Getting To Know You" spotlight articles will be starting on FB.

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Special Committee

Administrative

Planning Commission

Councilmember Maschari clarified that from past records, it should be noted that the Zoning Board of Appeals is actually a part of the Planning Commission (1980).

ADJOURNMENT Time 8:58 Councilmember Siss moved to adjourn. Councilmember Maschari second.

Respectfully submitted,



Fiscal Officer Michelle Henke


Mayor David Leshinski